

**641—70.4(135) Course approval and standards.** Prior to March 1, 1999, lead professional training courses for initial certification and refresher training could be approved by the department. Beginning March 1, 1999, lead professional training courses for initial certification and refresher training must be approved by the department. Training programs shall not state that they have been approved by the state of Iowa unless they have met the requirements of 641—70.4(135) and been issued a letter of approval by the department.

**70.4(1)** Training courses shall meet the following requirements:

*a.* The training course shall employ a training manager who has the following qualifications:

(1) A bachelor's or graduate degree in building construction technology, engineering, industrial hygiene, safety, public health, or a related field; or two years of experience in managing a training program specializing in environmental hazards.

(2) Demonstrated experience, education, or training in lead professional activities, including lead inspection, lead abatement, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene.

*b.* The training manager shall designate a qualified principal instructor for each course who has the following qualifications:

(1) Demonstrated experience, education, or training in teaching workers or adults.

(2) Certification as a lead inspector/risk assessor, elevated blood lead (EBL) inspector/risk assessor, or lead abatement contractor.

(3) Demonstrated experience, education, or training in lead professional activities, including lead inspection, lead abatement, painting, carpentry, renovation, remodeling, occupational safety and health, or industrial hygiene.

*c.* The principal instructor shall be responsible for the organization of the course and oversight of the teaching of all course material. The training manager may designate guest instructors as needed to provide instruction specific to the lecture, hands-on activities, or work practice components of a course.

*d.* The training program shall ensure the availability of, and provide adequate facilities for, the delivery of the lecture, course test, hands-on training, and assessment activities. This includes providing training equipment that reflects current work practices and maintaining or updating the equipment as needed.

*e.* The training manager shall maintain the validity and integrity of the hands-on skills assessment to ensure that it accurately evaluates the trainees' performance of the work practices and procedures associated with the course topics contained in subrules 70.4(3) to 70.4(16).

*f.* The training manager shall maintain the validity and integrity of the course test to ensure that it accurately evaluates the trainees' knowledge and retention of the course topics.

*g.* The course test shall be developed in accordance with the test blueprint submitted with the course approval application.

*h.* The training program shall issue unique course completion certificates to each individual who passes the course. The course completion certificate shall include:

(1) The name and address of the individual and a unique identification number.

(2) The name of the particular course that the individual completed and the course length in hours.

(3) Dates of course completion and test passage.

(4) The name, address, and telephone number of the training program.

(5) The signature of the training manager.

*i.* The training manager shall develop and implement a quality control program. The plan shall be used to maintain and improve the quality of the training program over time. This plan shall contain at least the following elements:

(1) Procedures for periodic revision of training materials and the course test to reflect changes in regulations and recommended practices.

(2) Procedures for the training manager to conduct an annual review of the competency of the principal instructor.

*j.* The training program shall offer courses that teach the work practice standards for conducting lead-based paint activities contained in 641—70.6(135) and other standards developed by the

department. These standards shall be taught in the appropriate courses to provide trainees with the knowledge needed to perform the lead-based paint activities they are responsible for conducting.

*k.* The training manager shall ensure that each course meets the requirements in this rule for the number of training hours and hours of hands-on training. The training manager shall ensure that any student who misses more than 20 minutes of class time makes up the time before taking the course test.

*l.* The training manager shall ensure that the training program complies at all times with all requirements in this rule.

*m.* The training manager shall allow the department to audit the training program to verify the contents of the application for approval and for reapproval.

*n.* The training program shall maintain, and make available to the department, upon request, the following records:

- (1) All documents specified in paragraph 70.4(2) "*f.*"
- (2) Current curriculum/course materials and documents reflecting any changes made to these materials.
- (3) The course test blueprint and the course test.
- (4) Information regarding how the hands-on assessment is conducted including, but not limited to, who conducts the assessment, how the skills are graded, what facilities are used, and the pass/fail rate.
- (5) The quality control plan as described in paragraph 70.4(1) "*i.*"
- (6) A file for each student who has completed a course. Each student file shall contain the following:
  1. The student's name, address, and telephone number.
  2. The student's test and answer sheet.
  3. A copy of the student's course completion certificate.
  4. A copy of the student's hands-on skill assessment, if applicable.
- (7) A file for each individual course that has been offered. Each file shall include the following:
  1. The dates of the course.
  2. The location of the course.
  3. The instructors who taught the course.
  4. A copy of the curriculum used for the course.
  5. A copy of the test used for the course.
  6. Documentation of the times that each student was present at the course, including documentation of how a student made up missed time.
  7. The course evaluations.
- (8) Any other materials that have been submitted to the department as part of the program's application for approval.

*o.* The training program shall retain all required records at the address specified on the training program approval application for a minimum of six years.

*p.* The training program shall notify the department in writing within 30 days of changing the address specified on its training program approval application or transferring the records from that address.

*q.* A training program shall notify the department in writing at least 30 days in advance of offering an approved course. The notification shall include the date(s), time(s), and location(s) where the approved course will be held.

*r.* A training program shall provide the following information to the department electronically in a format specified by the department within 30 days of the conclusion of an approved course for each student who has taken the approved course:

- (1) Name, address, and social security number.
- (2) Course completion certificate number.
- (3) Test score.

**70.4(2)** If a training program desires approval of a course by the department, the training program shall apply to the department for approval of the course at least 90 days before the initial offering of the course. The application shall include:

- a.* Training program name, contact person, address, and telephone number.

- b.* Course dates and times.
- c.* Course location, including a description of the facilities and equipment to be used for lecture and hands-on training.
- d.* Course agenda, including approximate times allotted to each training segment.
- e.* A copy of each reference material, text, student and instructor manuals, and audio-visual material used in the course.
- f.* The name(s) and qualifications of the training manager, principal instructor(s), and guest instructor(s). The following documents shall be submitted as evidence that training managers and principal instructors have the education, work experience, training requirements, or demonstrated experience required by subrule 70.4(1):
  - (1) Official transcripts or diplomas as evidence of meeting the education requirements.
  - (2) Résumés, letters of reference, or documentation of work experience, as evidence of meeting the work experience requirements.
  - (3) Certificates from lead-specific training courses, as evidence of meeting the training requirements.
- g.* A copy of the course test blueprint.
- h.* A description of the activities and procedures that will be used for conducting the assessment of hands-on skills for each course.
- i.* Maximum class size.
- j.* A copy of the quality control plan for the course.
- k.* A nonrefundable fee of \$200.

**70.4(3)** To be approved for the training of lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors prior to March 1, 1999, a course was required to be at least 24 training hours with a minimum of 8 hours devoted to hands-on training activities. Beginning March 1, 1999, a course must be at least 40 training hours with a minimum of 12 hours devoted to hands-on training activities. Lead inspector/risk assessor and elevated blood lead (EBL) inspector/risk assessor training courses shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

- a.* Role and responsibilities of an inspector/risk assessor.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Lead-based paint inspection methods, including selection of rooms and components for sampling or testing to determine if a property is free of lead-based paint as specified in the Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing (1995, U.S. Department of Housing and Urban Development), and methods to determine if lead-based paint hazards are present in a property.\*
- e.* Paint, dust, and soil sampling methodologies.\*
- f.* Clearance standards and testing, including random sampling.\*
- g.* Collection of background information to perform a risk assessment.
- h.* Sources of environmental lead contamination such as paint, surface dust and soil, and water.
- i.* Visual inspection to identify lead-based paint hazards.\*
- j.* Lead hazard screen protocol.
- k.* Visual risk assessment protocol.
- l.* Sampling for other sources of lead exposure.\*
- m.* Interpretation of lead-based paint and other lead sampling results, including all applicable federal, state, and local guidance or regulations pertaining to lead-based paint hazards.\*
- n.* Development of hazard control options, the role of interim controls, and operations and maintenance activities to reduce lead-based paint hazards.
- o.* Approved methods for conducting lead-based paint abatement and interim controls.
- p.* Prohibited methods for conducting lead-based paint abatement and interim controls.

- q.* Interior dust abatement and cleanup.
- r.* Soil and exterior dust abatement and cleanup.
- s.* Preparation of the final inspection report.
- t.* Record keeping.
- u.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment.

The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

*v.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and information provided by the department regarding the state certification examination.

**70.4(4)** To be approved for the training of lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors who have already completed an approved sampling technician course, a course must be at least 20 training hours with a minimum of 8 hours devoted to hands-on training activities. The training course shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

*a.* Role and responsibilities of a lead inspector/risk assessor and elevated blood lead (EBL) inspector/risk assessor.

*b.* Lead-based paint inspection methods, including selection of rooms and components for sampling or testing to determine if a property is free of lead-based paint as specified in the work practice standards in 641—70.6(135), and methods to determine if lead-based paint hazards are present in a property.\*

*c.* Collection of background information to perform a risk assessment.

*d.* Lead hazard screen protocol.

*e.* Visual risk assessment protocol.

*f.* Sampling for other sources of lead exposure.\*

*g.* Interpretation of lead-based paint and other lead sampling results, including all applicable federal, state, and local guidance or regulations pertaining to lead-based paint hazards.\*

*h.* Development of hazard control options, the role of interim controls, and operations and maintenance activities to reduce lead-based paint hazards.\*

*i.* Preparation of the final inspection report.

*j.* Record keeping.

*k.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment.

The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

*l.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and information provided by the department regarding the state certification examination.

**70.4(5)** Rescinded IAB 3/31/04, effective 5/5/04.

**70.4(6)** Rescinded IAB 3/31/04, effective 5/5/04.

**70.4(7)** Rescinded IAB 3/31/04, effective 5/5/04.

**70.4(8)** To be approved for the training of lead abatement contractors, a course must be at least 40 training hours with a minimum of 12 hours devoted to hands-on activities and shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

*a.* Role and responsibilities of a lead abatement contractor.

*b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.

*c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.

*d.* Liability and insurance issues relating to lead abatement.

*e.* Identification of lead-based paint and lead-based paint hazards.\*

*f.* Interpretation of lead inspection reports.\*

- g.* Development and implementation of an occupant protection plan and lead abatement report.
- h.* Respiratory protection and protective clothing.\*
- i.* Employee information and training.
- j.* Approved methods for conducting lead abatement and interim controls.\*
- k.* Prohibited methods for conducting lead abatement and interim controls.
- l.* Interior dust abatement and cleanup.\*
- m.* Soil and exterior dust abatement and cleanup.\*
- n.* Clearance standards and testing, including random sampling.
- o.* Cleanup and waste disposal.
- p.* Record keeping.
- q.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment.

The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

*r.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and information provided by the department regarding the state certification examination.

**70.4(9)** To be approved for the training of lead abatement contractors who have already completed an approved lead abatement worker course, a course must be at least 16 training hours with a minimum of 4 hours devoted to hands-on activities and shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

- a.* Role and responsibilities of a lead abatement contractor.
- b.* Liability and insurance issues relating to lead abatement.
- c.* Interpretation of lead inspection reports.\*
- d.* Development and implementation of an occupant protection plan and abatement report.
- e.* Employee information and training.
- f.* Clearance standards and testing, including random sampling.
- g.* Record keeping.
- h.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment.

The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

*i.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and with information provided by the department regarding the state certification examination.

**70.4(10)** To be approved for the training of lead abatement workers, a course must be at least 24 training hours with a minimum of 8 hours devoted to hands-on activities and shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

- a.* Role and responsibilities of a lead abatement worker.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Identification of lead-based paint and lead-based paint hazards.\*
- e.* Approved methods for conducting lead-based paint abatement and interim controls.\*
- f.* Prohibited methods for conducting lead-based paint abatement and interim controls.
- g.* Interior dust abatement and cleanup.\*
- h.* Soil and exterior dust abatement and cleanup.\*
- i.* Cleanup and waste disposal.
- j.* Respiratory protection and protective clothing.\*
- k.* Personal hygiene.

*l.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment. The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

*m.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification.

**70.4(11)** To be approved for the training of sampling technicians prior to September 15, 2000, a course was required to be at least 16 training hours with a minimum of 4 hours devoted to hands-on activities. Beginning September 15, 2000, a course must be at least 20 training hours with a minimum of 4 hours devoted to hands-on training activities. The training course shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

- a.* Role and responsibilities of a sampling technician.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Methods of conducting visual risk assessments.\*
- e.* Paint, dust, and soil sampling methodologies.\*
- f.* Clearance standards and testing, including random sampling.\*
- g.* Identification of lead-based paint hazards.\*
- h.* Sources of environmental lead contamination such as paint, surface dust and soil, and water.
- i.* Visual inspection to identify lead-based paint hazards.\*
- j.* Approved methods for conducting lead abatement and interim controls.
- k.* Prohibited methods for conducting lead abatement and interim controls.
- l.* Methods of interim controls and lead abatement for interior dust and cleanup.
- m.* Methods of interim controls and lead abatement for exterior dust and soil and cleanup.
- n.* Preparation of the final assessment report.
- o.* Preparation of clearance testing reports for interim controls.
- p.* Record keeping.
- q.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment.

The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

*r.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification.

**70.4(12)** To be approved for the training of project designers, a course must be at least 48 instructional training hours with a minimum of 12 hours devoted to hands-on activities and shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

- a.* Role and responsibilities of a lead abatement contractor.
- b.* Background information on lead and its adverse health effects, how children and adults are exposed to lead, and how to prevent lead exposure in children and adults.
- c.* Background information on federal, state, and local regulations and guidance that pertain to lead-based paint and lead-based paint activities.
- d.* Liability and insurance issues relating to lead abatement.
- e.* Identification of lead-based paint and lead hazards.\*
- f.* Interpretation of lead inspection reports.\*
- g.* Development and implementation of an occupant protection plan and lead abatement report.
- h.* Respiratory protection and protective clothing.\*
- i.* Employee information and training.
- j.* Approved methods for conducting lead-based paint abatement and interim controls.\*
- k.* Prohibited methods for conducting lead-based paint abatement and interim controls.
- l.* Interior dust abatement and cleanup.\*

- m.* Soil and exterior dust abatement and cleanup.\*
- n.* Clearance standards and testing, including random sampling.
- o.* Cleanup and waste disposal.
- p.* Record keeping.
- q.* Role and responsibilities of a project designer.
- r.* Development and implementation of an occupant protection plan for large-scale lead abatement projects.
- s.* Lead abatement and lead hazard reduction methods, including restricted practices for large-scale lead abatement projects.
- t.* Interior dust abatement/cleanup or lead hazard control and reduction methods for large-scale lead abatement projects.
- u.* Clearance standards and testing for large-scale lead abatement projects.
- v.* Integration of lead abatement methods with modernization and rehabilitation projects for large-scale lead abatement projects.
- w.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment. The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.
- x.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and with information provided by the department regarding the state certification examination.

**70.4(13)** To be approved for the training of project designers who have already completed an approved lead abatement contractor course, a course must be at least 8 instructional training hours and shall cover at least the following subjects:

- a.* Role and responsibilities of a project designer.
- b.* Development and implementation of an occupant protection plan for large-scale abatement projects.
- c.* Lead abatement and lead hazard reduction methods, including restricted practices for large-scale lead abatement projects.
- d.* Interior dust abatement/cleanup or lead hazard control and reduction methods for large-scale lead abatement projects.
- e.* Clearance standards and testing for large-scale lead abatement projects.
- f.* Integration of lead abatement methods with modernization and rehabilitation projects for large-scale lead abatement projects.
- g.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment. The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.
- h.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and information provided by the department regarding the state certification examination.

**70.4(14)** To be approved for the training of project designers who have already completed an approved lead abatement worker course, a course must be at least 24 instructional training hours with a minimum of 4 hours devoted to hands-on activities and shall cover at least the following subjects (requirements ending in an asterisk (\*) indicate areas that require hands-on activities as an integral component of the course):

- a.* Role and responsibilities of a lead abatement contractor.
- b.* Liability and insurance issues relating to lead abatement.
- c.* Interpretation of lead inspection reports.\*
- d.* Development and implementation of an occupant protection plan and lead abatement report.
- e.* Employee information and training.
- f.* Clearance standards and testing, including random sampling.
- g.* Record keeping.
- h.* Role and responsibilities of a project designer.

- i.* Development and implementation of an occupant protection plan for large-scale lead abatement projects.
- j.* Lead abatement and lead hazard reduction methods, including restricted practices for large-scale lead abatement projects.
- k.* Interior dust abatement/cleanup or lead hazard control and reduction methods for large-scale lead abatement projects.
- l.* Clearance standards and testing for large-scale lead abatement projects.
- m.* Integration of lead abatement methods with modernization and rehabilitation projects for large-scale lead abatement projects.
- n.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment. The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.
- o.* The instructor shall provide each student with instructions and forms needed to apply to the department for certification and information provided by the department regarding the state certification examination.

**70.4(15)** To be approved for refresher training of sampling technicians, lead abatement contractors, lead abatement workers, and project designers, a course must be at least 8 training hours. To be approved for refresher training of lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors who completed an approved 24-hour training course, a course must be at least 8 training hours to meet the recertification requirements of subrule 70.5(3). To be approved for refresher training of lead inspector/risk assessors and elevated blood lead (EBL) inspector/risk assessors to meet the recertification requirements of subrule 70.5(6), a course must be at least 16 training hours. All refresher courses shall cover at least the following topics:

- a.* A review of the curriculum topics of the initial certification course for the appropriate discipline as listed in subrules 70.4(3) to 70.4(14).
- b.* An overview of current safety practices relating to lead-based paint activities in general, as well as specific information pertaining to the appropriate discipline.
- c.* Current laws and regulations relating to lead-based paint activities in general, as well as specific information pertaining to the appropriate discipline.
- d.* Current technologies relating to lead-based paint activities in general, as well as specific information pertaining to the appropriate discipline.
- e.* The course shall conclude with a course test and, if applicable, a hands-on skills assessment. The student must achieve a score of at least 80 percent on the examination and successfully complete the hands-on skills assessment to successfully complete the course.

**70.4(16)** Approvals of training courses shall expire three years after the date of issuance. The training manager shall submit the following at least 90 days prior to the expiration date for a course to be reapproved:

- a.* Sponsoring organization name, contact person, address, and telephone number.
- b.* A list of the courses for which reapproval is sought.
- c.* A description of any changes to the training staff, facility, equipment, or course materials since the approval of the training program.
- d.* A statement signed by the training manager stating that the training program complies at all times with 641—70.4(135).
- e.* A nonrefundable fee of \$200.

**70.4(17)** The department shall consider a request for approval of a training course that has been approved by a state or tribe authorized by the U.S. Environmental Protection Agency.

- a.* The course shall be approved if it meets the requirements of 641—70.4(135).
- b.* If the course does not meet all of the requirements of 641—70.4(135), the department shall inform the training provider of additional topics and training hours that are needed to meet the requirements of 641—70.4(135).